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**CENTRAL REGION COUNCIL on WORKFORCE SERVICES**  
**Monthly Meeting Minutes**  
**Thursday, May 27, 2004**  
**12:30 p.m.**

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Presiding: Greg Diven, Vice Chair

Present: Allan Ayoub, Charles Daud, Linda Fife, Norman Fitzgerald, Bev Graham, Todd Henriksen, Douglas Johnston, Steve Leyba (for Jon Pierpont), Kevin Schofield, Karen Silver, Russ Thelin, Dean Walker and Megan Wiesen

Absent: Edward Armour, Susan Archibeque, Cynthia Brothers, Deidre Darby-Duffin, Rep. Brent Goodfellow, Louie Silveira, Melva Sine, and Julie Zimmerman

Excused: Jane Reister Conard, John Hill, Paul Jackson, Stephen Ronnenkamp, Steven Rosenberg, Jill Merritt, Jon Pierpont, Kerry Steadman and Com. Gene White

Guests: Bill Bridge, DWS Manager- Metro Employment Center, Edie Fauver-volunteer Aura Hall-Roadmaster, Akilah Messado-volunteer, Carolyn Parsons-DWS Equal Opportunity, M. Ali Wilkinson-Zions Women's Financial Group and Doug Wolma-Detroit Diesel, Tooele

Staff: Kim Auberger, Leno Franco, Carol Goode, Diane Lovell and Mary Peterson

**Call to Order & Announcements**

Greg Diven, Vice Chair, called the meeting to order at 12:35 p.m. and welcomed the Council's new minute taker, Mary Peterson.

Mr. Diven gave special welcomes to guests Doug Wolma-Detroit Diesel and Ali Wilkinson-Zions Bank who are potential candidates for membership. Also, welcomed were Linda Fife-Campus President for the Salt Lake Tooele ATC, replacing Bo Hall, and Aura Hall representing Roadmaster Driving School.

Mr. Diven then welcomed Bill Bridge, Manager of the Metro Employment Center. Mr. Bridge shared positive comments at the meeting regarding the Metro Center.

1. He shared handouts reflecting Metro Center customer referrals, general services, Pilot Projects and recent Tour statistics.
2. He shared highlights of the recent visit to the Department of Workforce Service (DWS) by a delegation from the Kingdom of Jordan. The delegation included the Minister of Social Development and eight other representatives. The purpose of their visit was to see how a "One Stop" Center operate and how customers are served. The Jordanian Ministry of Social Development is about one-third the size of the Metro Office. Although a computer system is under development, the Ministry currently has no computer system and is not linked to other offices in Jordan. Consequently, employers cannot electronically connect with potential employees other than by word of mouth or newspapers.

Mr. Bridge went on to report that the delegation looked at the DWS PACMIS technical system and were impressed with its connectivity. The Jordanian unemployment rate as

published is 16% but the actual unemployment rate is 25%. He concluded his remarks by noting that the country of Jordan has some difficult challenges to overcome.

Mr. Diven stated that there was a successful Region Council Retreat held in April with the “most ever” attendance of 60. Mr. Diven also encouraged the committee to continue their efforts in using the action planning forms for goal setting.

Mr. Diven noted that the West Valley Employment Center was awarded the “One-Stop of the Year Award” at the International Association of Workforce Professionals conference held on Friday, April 30<sup>th</sup>. Congratulations were given to Jon Pierpont, Director and Laurel Morris, West Valley EC Manager and the Central Region DWS Employment Center team for this accomplishment.

Mr. Diven referred the Workforce Investment Plan Executive Summary under Tab 8 in the Agenda Packet. Comments on the Plan are due by May 30, 2004. Copies of comments submitted by Karen Silver were also included in the Packets. Mr. Diven thanked Karen for her efforts and her diligence in following through.

Mr. Diven called attention the summary of the 4/22/04 State Council meeting. He noted that the State Council voted to sustain the current \$5,000 training limit given that current policy provides for limit exceptions on a case-by-case basis. Allan Ayoub, Chair of the State Council Operations & Performance Committee added that training services such as books, travel, supplies, etc., may be provided to customers over and above the \$5,000.

Mr. Diven referred to the Veteran’s Preference information under Tab 7 of the Agenda Packet. This information was included at the request of Norm Fitzgerald who attended the April 22<sup>nd</sup> State Council meeting where the documents were presented and discussed. Allan Ayoub mentioned that questions were raised at the meeting regarding how the department has defined “Priority of Service” as it relates to veterans and whether or not the Department is in compliance with respect to how it extends priority employment to returning veterans. He asked Raylene Ireland to provide legal answers to the questions and to determine if DWS was in fact meeting the requirement of the law. Mr. Ayoub further indicated that veterans receive an additional two points under the DWS (weighted) priority system and the question was, “Is that really priority service?” Mr. Diven asked Diane Lovell to follow-up on this with Jon Pierpont and Raylene Ireland and report back to the Council with Raylene Ireland’s and the Department’s legal response.

Since a quorum was not present, Vice Chair Diven announced that all action items will need to be ratified by the full Council at the June 24, 2004 meeting.

### **Consent Agenda**

Approval of minutes - Youth Council Meeting of 3/15/2004, Region Council Meeting of 3/25/2004 and the Executive Committee Meeting of 5/13/04.

**Karen Silver moved to approve the above three sets of minutes. Charles Daud offered a correction to the minutes of the 5/13 Executive Committee Meeting. They should be amended to reflect that the Executive Committee will develop criteria for special recognition awards. Ms. Siliver then amended her motion to approve all minutes with the correction noted by Mr. Daud. Allan Ayoub seconded the motion. All in attendance supported the motion.**

### **Executive Committee Report & 2005 Goals**

Greg Diven presented the two nominees recommended for membership by the Executive Committee.

- Dr. Jill Merritt, jMerritt Alliance-Managing Partner to represent the Management Services Industry under the Small Business category.

**Mr. Diven asked for approval of Dr. Jill Merritt as a member of the Central Region Council. Approved by the members present.**

- M. Ali Wilkinson, Zions Bank-Vice President & Relationship Manager to represent Financial Services for Large Business.

**Mr. Diven asked for approval of Ali Wilkinson as a member of the Central Region Council. Approved by the members in attendance.**

Mr. Diven then referred to the blue section of Tab 3 and discussed the process for selecting the Council Chair and Vice Chair. He encouraged the council to review the process and outlined and offer nominations by June 24, 2004. Mr. Diven indicated that Jane Reister-Conard has removed her name from consideration. He again strongly encouraged the members to involve themselves in the process, noting that nominations and votes may be made electronically. Diane Lovell will send out an email reminder to the council.

Mr. Diven also indicated that Ms. Conard had sent a letter to the Department of Workforce Services legal counsel requesting clarification regarding the council's voting/election process and guidance from DWS will be shared at the next council meeting. Diane Lovell indicated that the Utah Code indicates that the consortium of counties will appoint the Chairperson, which in our case means Tooele County Commission and Salt Lake County Council in concurrence with the Regional Director.

Allan Ayoub commented that there seems to be a question about the Mayor versus the County Council and "who the appropriate organization needs to be for the voting process." Diane Lovell responded that the Council is the appointing/approval body and not the Mayor.

Mr. Diven asked that anyone interested in holding office should share their interest today or later with Ms. Lovell and noted that members are allowed to campaign. During the next Region Council meeting the individuals interested in running for Chairperson and Vice-Chair will be asked to say a few words about why they want to serve.

Mr. Ayoub asked if the Chairperson needs to be a member of the current Council and Ms. Lovell replied in the affirmative, adding that the officers must be private sector representatives.

### **Committee Reports**

#### **Basic Needs**

Karen Silver enthusiastically shared copies of the "Need Help" cards that are being piloted in the Central Region. A Spanish version is also planned.

Ms. Silver also reported on the vanpooling and express route options for the 5600 West, West Valley City EC. The express route is not an option because the bus only runs twice a day between 6:00 a.m. and 9:00 a.m. and 3:00 p.m. and 6:00 p.m. The vanpooling could be used for customers by leasing or buying a vehicle. Unfortunately the lease is \$500 per month and there is a waiting list for the vehicle. Ms. Silver went on to say that "Plan B" would be to appeal to West Valley City regarding its responsibility for public safety and road issues as there is no curb along 5600 West.

Ms. Silver indicated the next item to be worked on by the Basic Needs committee would be the immigrant issue.

### **Marketing**

Greg Diven noted there would not be a report due to Ed Armour's absence.

### **Facilities**

Norm Fitzgerald indicated that facility issues are on hold and the committee will continue to examine the information available for future action. The Downtown Center remains a top priority in that its lease will expire soon and an extension is under consideration.

### **Training & Development**

Norm Fitzgerald reported the committee reviewed a training provider application from OK3 Air; however, the application was denied and the OK3 Air will be asked to look at possible OJT options. In addition, Mr. Fitzgerald indicated the committee's 2005 goals were included in the Agenda Packets and work on action steps will continue.

### **Youth Council**

In the absence of Paul Jackson, Diane Lovell called attention to the Agenda Report under Tab 5. At the May 17, 2004 Youth Council meeting, the Council reviewed the YES Program's status and performance outcomes and determined that the program is operating satisfactorily. The Youth Council voted to recommend the YES-Salt Lake County contract be extended through September 30, 2005. This will be the last renewal of the five-year period. Ms. Lovell asked for a motion to support the Youth Council's recommendation.

**Allan Ayoub moved that the YES County contract be extended through September 2005. Russ Thelin seconded the motion. All voted "Aye". The motion was approved by all present.**

Ms. Lovell also reported on the Youth Council retreat held on May 24, 2004. It was planned and executed in one week. A word of appreciation and thanks was extended to Sandra Hemmert and Dr. Stephen Ronnenkamp of Granite School District for hosting the retreat.

The Youth Council is undertaking a new vision and mission and has determined that its focus should be broadened beyond a review of the YES contracted program and that the Council should be involved in coordinating youth services region wide. Dr. Spencer from IHC, facilitated the Youth Council Retreat activities and discussion. Plans include hosting a regional youth summit for all area organizations involved in youth development and career/job preparation. Ms. Lovell indicated that Paul Jackson will continue to update the Region Council regarding the Youth Council's progress.

Greg Diven extended the Regional Council's appreciation to Paul Jackson for his efforts.

### **Executive Roundtable**

Greg Diven indicated that Jon Pierpont and John Hill attended a May 19, 2004 meeting with a small group of Manufacturers. The Manufacturers liked the roundtable concept and suggested the Executive Roundtable steering committee move forward. They offered suggested agenda topics for the first Roundtable to be held in mid August. The Roundtable committee met this morning and is moving ahead with plans to invite additional companies. At this point, the current focus is on manufacturing and once completed, the committee will target other industries.

Mr. Diven indicated the Roundtable committee decided to look into the purchase of a CD Rom list of companies from the Utah Manufacturers Association. The cost of \$240 would be shared with DWS Business Services, making the Region Council's cost \$120. Also under consideration is the possible purchase of a statewide employer list. These lists/directories will be used to generate contacts and names of individuals to get involved in Roundtables.

### **Equal Opportunity Presentation**

Greg Diven introduced Carolyn Parsons, DWS Equal Employment Officer who presented an overview of the DWS Equal Opportunity Office and its services. Ms. Parsons passed out a summary explaining how the "equal opportunity" concept is applied at the One-Stop Employment Centers and the process for employer and customer complaints. She noted that the largest number of complaints received by her office are against employers. The majority of the time it is because of a misunderstanding or miscommunication. The role within DWS is to educate everyone as to what equal opportunity and non-discrimination is. Ms. Parsons asked members with questions to contact her.

**Regional Director's Report** Steve Leyba did not report due to time constraints.

**Old Business** There was no old business to report.

### **New Business**

Karen Silver stated that the Basic Needs committee recommends the Facilities committee ensure that transportation and customer access are part of the routine considerations when planning for future facilities. Addressing transportation issues before facilities are built will help avoid future transportation problems like those at the West Valley Employment Center.

Ms. Silver passed out related flyers and announced the Utah Issues Community Poverty Conference on June 10 and 11<sup>th</sup> at the University of Utah.

Mr. Diven announced that the next Council meeting is scheduled on June 24, 2004. He also indicated that there is no Council meeting in July; however, the Executive Committee will meet on July 8th and all members are invited to attend.

### **Public Comment**

There was no public comment.

There being no objections, Greg Diven adjourned the meeting at 1:40 p.m.